



# CREATING YOUR JDAI WORKPLAN

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A small body of determined spirits fired by an unquenchable faith in their mission can alter the course of history.

Mahatma Gandhi

# FOUNDATION

- Overview
- SMART Goals and Objectives
- Accountability
- Deadline

# OVERVIEW

## **Summer 2016**

Strengthen local capacity

## **Fall 2016**

Developing goals and objectives

## **Winter 2017- Spring 2017**

Governance Approval of Plan

## **Spring - Summer 2017**

Putting Plan into Action

## **Fall – Winter 2017**

Assessment and Review

# OVERVIEW: GETTING STARTED

Each JDAI committee will create a workplan for Governance review and approval

Your work plan will only be successful if:

- Your committee is clear on its charge: what are you supposed to accomplish?
- Your members are committed: is everyone able to dedicate time to the work plan between meetings?
- Will participation be consistent?
- Your committee can make decisions: are members empowered to determine next steps and take action?
- Does your committee has consistent leadership and staff support?

# SMART GOALS & OBJECTIVES

- Specific
- Measurable
- Attainable/Agreed to
- Realistic
- Time-Bound

# OVERVIEW: WORKPLAN

JDAI COUNTY COMMITTEE:				
Goals	Objectives	Activities	Agencies Involved/Partners	Timeframe
Goal 1: Reduce the number of low-risk youth entering DYS detention				
Goal 2: Reduce the length of stay of youth in detention				
Goal 3: Reduce ethnic and racial disparity for youth in the juvenile justice system				
Goal 4: Replicate JDAI with fidelity at the local level				

# TABLE TALK

Use the examples below, or select a goal and objectives from your own workplan, and make them SMART

Goal	Objectives	Activities	Agencies Involved/Partners	Timeframe
Provide JDAI 101 Training	<ul style="list-style-type: none"><li>• Build a training cohort</li><li>• Provide training</li></ul>	<ul style="list-style-type: none"><li>• Recruit trainers</li><li>• Provide training</li><li>• Schedule trainings</li><li>• Deliver trainings</li></ul>	Training committee	TBD  Ongoing
Engage counties in dialogue about race.	<ul style="list-style-type: none"><li>• Hold dialogues in each county</li><li>• Develop plan to reduce disparities</li></ul>	<ul style="list-style-type: none"><li>• Schedule dialogues</li><li>• Facilitate discussion</li><li>• Hold planning meetings</li><li>• Write plans</li></ul>	RED committee	Spring 2017



# DISCUSSION: TABLE TALK

- What are the needs or gaps that your committee wants to address that connects to the JDAI strategic goals?
- What are some factors that could impact JDAI work in 2016-2017?  
Consider (local): What may locally impact JDAI  
(state): What may have a statewide impact?

# STRATEGIES AND ACTIVITIES

Once you know what you want to accomplish, you need to determine how you will meet your goals.

- Use successful past approaches
- Look to the JDAI network for examples
- Look to JDAI staff for guidance
- Apply evidence-based practices
- Talk to key stakeholders and community members

Always know your next step and your next due date!

# TRACKING & ACCOUNTABILITY

What gets measured is what gets done

- Progress must be tracked on your workplan, metrics guide your goals and objectives.
- Partners/committee members must know what is expected of them and their defined responsibilities
- Anticipate communicating the status of your workplan to your JDAI committee and to the Governance committee
- A timeline for reviewing the workplan needs to be established along with early successes

# TABLE TALK

Revisit your goals and objectives from the last activity. What metric(s) can you use to measure your progress?

- Process metrics: has the objective or activity been completed?
- Outcome metrics: has the objective or activity achieved the desired result?
- Outcome metrics: has the objective or activity had any unintended consequences (e.g. net widening, increasing disparity)?
- Outcome metrics: Are youth or families better off based upon our activities? Is the community safe?

# MOTIVATION & INFLUENCE

How can you encourage committee members to make progress?

- Role Power
- Respect Power
- Rhetoric Power
- Resource Power
- Relationship Power
- Reason Power

Amidst competing priorities, what motivates partners to advance the JDAI agenda?

# TABLE TALK

- Discuss a challenge facing your own committee perhaps based on the current set goals?
- Based on the ideas of motivation and influence, If you are a committee member, what strategies can you use to get the work back on track?
- What can you do to encourage your colleagues to participate, or to better balance the workload?
- If you are a committee member, what strategies have you used?

# NEXT STEPS

- We want to consolidate our efforts to two to three goals for this cycle. When considering the committees goals, does your draft workplan match the needs your local committee wants to address, and the resources that you have available?
- What data supports your goals?
- Are your goals and objectives SMART?
- How do the goals connect to the larger strategic goals?
- Have individuals taken responsibility for moving each objective forward?
- When and how will you check in on progress?
- How can JDAI staff best support your local efforts?
- Does your goal advance one or more of the strategic goals for Massachusetts?



# DEADLINE

DEADLINE FOR PRESENTING PLANS: NOVEMBER 9th, 2016

REVIEW AND PRESENTATION OF PLANS: DECEMBER 9th, 2016